

MINUTES
ARKANSAS SCHOOL FOR MATHEMATICS, SCIENCES AND THE ARTS
BOARD OF VISITORS REGULAR MEETING
December 9, 2019
5:00 p.m.

The Arkansas School for Mathematics, Sciences and the Arts (ASMSA) Board of Visitors met in the Boardroom on the first floor at 200 Whittington Avenue, Hot Springs, Arkansas.

I. CALL TO ORDER

In the absence of the Chair, Mr. Todd West, Vice Chair convened the Board of Visitors regular meeting into open session at 5:00 p.m. and welcomed all Board members.

II. ESTABLISH QUORUM

Members Present

Mr. Todd West, Vice Chair
 Mr. Steve Faris
 Mr. Brian Reed, Secretary (via Zoom)
 Marlene Battle, PharmD

Members Absent

Mr. Timothy Barnes, Chair
 Mr. Gary Dowdy

Ex-Officio Members Present

Mr. Tom Chilton, Director, Technology
 Development at Arkansas Economic
 Development Commission
 Mrs. Krystal Nail, Program Director,
 Division of Elementary & Secondary
 Education Learning Services, Office of
 Office of Gifted & Talented and Advanced
 Placement
 Mr. Patrick Ralston, Director, Arkansas Arts
 Council
 Mr. Hays Denney, President, Student Government
 Association

Ex-Officio Members Absent

Maria Markham, Ph.D., Director,
 Arkansas Division of Higher Education

Administrative Members Present

Mr. Corey Alderdice, Director
 Stuart Flynn, J.D., Dean of Academic Affairs
 Rheo Morris, Ph.D., Dean of Students
 Mx. Charlene Feick, Interim Director of Admissions
 Mrs. Ashley Smith, Director of Finance
 Sara Brown, Ph.D., Director of Institutional Advancement
 Mrs. Lorraine Munroe, Administrative Assistant

Administrative Members Absent

III. APPROVAL OF MINUTES

A motion was made by Mr. Faris and seconded by Dr. Battle to approve the minutes of the September 16, 2019, meeting. Motion passed unanimously.

Mr. West stated that a presentation was to be given by Neil Oatsvall, Ph.D., and several students on the Japan Peace Project.

Dr. Oatsvall reported this was the fifth year that he has been a teacher at ASMSA. He stated that there have been high school relationships between ASMSA and Tennoji High School in Osaka, Japan, for the past ten years. He said the schools shared research opportunities and have a cultural exchange through the Japanese Peace Project. Dr. Oatsvall discussed his experiences both at ASMSA and his recent visit to Japan.

Ms. Betty Brown introduced herself to the Board stating that she started teaching Japanese at ASMSA in 2017. She stated that when she started she had a total of 31 students and now she has 69. Ms. Brown reported that there is a huge interest of students who want to attend ASMSA so that they can study the Japanese language. Ms. Brown stated that the students are extremely involved in reaching out to other institutions that offer Japanese including the University of Arkansas, the University of Central Arkansas, and Hendrix College. Ms. Brown also stated that she engaged with the American Council on the Teaching of Foreign Languages and received information on how businesses view foreign language teaching and was surprised to see that Japanese is the fourth most in-demand language in the United States based on a survey of over 1,200 businesses. She reported that there is a great amount of interest in the Japanese language in the State of Arkansas.

Students Gwentyth Coleman and Said Angeles, along with Amy Brown-Westmorland, Outreach Coordinator, accompanied the students on the Japan trip and talked about their experiences while visiting there.

IV. CONSENT AGENDA

1. Student Government Association – Hays Denney

Mr. Denney reported that the Fall Festival took place on October 30th, which was an SGA sponsored event. Club sponsored booths were created to raise money for their organizations.

Mr. Denney stated that Spirit Week was held from October 28th – November 1st. Costume competitions were held during each day and prizes were given to the winners.

Student presentations and performances were held at two assemblies that took place on September 23rd and November 11th that included music, art portfolios, and a presentation by students who traveled to Japan for the Cultural Exchange Program.

Mr. Denney reported that the SGA held a Town Hall on October 30th which allowed students to ask the SGA and administration questions so that concerns could be voiced and addressed.

Mr. Denney stated that the Food Service Committee had sent out surveys asking how the student body felt about the food performance of the cafeteria. The Committee also established a Food Waste Program to increase awareness of food waste. The program takes food waste from students and weighs it to show students how much more food could be conserved.

Mr. Denney reported that the Mental Health Committee had made posters relating to healthy lifestyles that were posted throughout the Student Center.

Mr. Denney also stated that the Student Affairs Committee had passed several bills to clarify certain aspects of the Student Handbook that were vague that pertained to the dress code and the cafeteria's policy for taking food to the dorms.

Mr. Denney reported that the Activities Committee has begun work on the Winter Formal.

2. Director's Comments – Corey Alderdice

Director Alderdice started off the meeting by stating that the University of Arkansas System Trustees approved the project and selection of design professionals for the Student Housing Expansion Project – the Chapel and Convent renovation project. He stated that the Board of the national foundation he has been working with for the program-related investment loan offered their approval of the \$1,000,000, 10-year loan for the project, which leaves the Trustees going back to approve that loan in January. Director Alderdice reported that now he has been able to assemble the full funding for the project. The Little Rock firm, Allison + Partners, was selected as design professionals for the project.

Director Alderdice welcomed and introduced Dr. Sara Brown as the new Director of Institutional Advancement. Dr. Brown has a wealth of experience working with educational institutions and is excited about her being on the team.

Director Alderdice reported that working with the Governing Council, the shared governance group has recommended undertaking a new strategic planning process this spring. He stated that the last Strategic Plan was assembled in the spring of 2012. Director Alderdice reported that a few modifications have been made but that plan stayed in place until 2017. Since Dean Gregory announced that he would be leaving ASMSA, it was decided to delay it for one more year for a new administrative team to be in place. Director Alderdice included a link in his report to the Strategic Plans for the North Carolina School of Science and Mathematics and the South Carolina Governor's School of Science and Mathematics.

3. Academic Affairs – Stuart Flynn

Dean Flynn stated that the College Fair held in the fall was a huge success. He reported that in the past, the fair was held at the Arlington, but this year it was in the CIC. Dean Flynn commended Student Success Coordinators, Bret Vallun and Jasmine Phillips, on their diligent work in preparing for the fair. He stated that there were representatives from more than 60 colleges and that they commented on how pleased they were with the accommodations having the Fair in the CIC. Dean Flynn reported that the fair will continue to expand the number of colleges that are represented. He thanked the SSC for all of their help in preparing for the event.

Director Alderdice added that he believes the school could accommodate 80 colleges in the future. He stated that the fair also is aligned with other events taking place in Little Rock and the timing of the ASMSA's fair couldn't be better.

Dean Flynn stated that the National Merit Finalists will be notified in February. He reported that it is important for those students who are semifinalists to continue to do the great work that they have done in the past.

4. Residential Affairs – Dr. Rheo Morris

Dr. Morris reported that the food service provider, Aladdin, has trained staff on how to eliminate allergens and cross-contamination in foods to make sure the students who have allergies do not accidentally eat something that may interact with their allergies.

The students are also conducting a food waste program to see how much food is really being wasted daily.

Mr. West mentioned that there are some efforts that are going on in the state, Food Loops, which is exploring food waste and recycling as well.

5. Admissions – Charlie Feick

Mx. Feick highlighted the expansion of the “upwARd Promise” initiative, which has allowed low-income students in the past to receive an ACT voucher to eliminate the barrier to the application process. Mx. Feick stated that there are many students in the state who are just above the free and reduced lunch requirement who are still very much in need so now it has been expanded to any student whose application is received by December 1st. Mx. Feick has researched the past five years and stated that presently she has received the highest number of applications that have been started and also applications that have been submitted.

Mx. Feick distributed new rack cards to the Board for the different academic departments as well as a general admissions card and one for the “upwARd Promise” initiative.

Regarding county representation, Mr. West asked what the status was on the counties that have had poor representation in the past.

Mx. Feick stated that she is encouraged to see the numbers of applications that she has received from the lower representative counties, specifically, the Delta region area (62 received) and is hopeful that this number will grow.

Mx. Feick stated that there are three people in the office and there are a large number of schools in the state that need to be reached. She reported that there has been a focus on schools who are least likely to reach out to ASMSA. Mx. Feick stated that she was mindful of the counties who had not had representation in the last five years and visited those schools. Mx. Feick reported that her department is continuing the mailouts, Preview Days, and all tools needed to reach out to the underrepresented schools.

In answer to Dr. Battle’s question if students participate in the traveling to the schools, Mx. Feick stated that the students do not travel with the Admission’s Department but do participate on monthly online information sessions. She also reported that three of the Admission’s Delegates are on each call. Also, if students come and visit the school, ASMSA students are providing tours of the school to prospective students.

6. Institutional Advancement – Dr. Sara Brown

Dr. Brown stated that she is excited to be at ASMSA and reviewed her report to the Board. Dr. Brown discussed the Director’s Circle Luncheon reporting that invitations have been sent and hope that the Board members can attend. She stated that the annual donor appreciation

luncheon will be held on December 17th at the CIC and appreciates the donors and their support of the school and students.

Dr. Brown reported that ASMSA's Annual Day of Giving will be held on Wednesday, December 18th.

7. Financial Department – Ashley Smith

Mrs. Smith referred to the financial reports that were included Board packet.

Mrs. Smith reported that the Fiscal Legislative Request Forms for FY21 had been submitted, but she has not received any official forecast for FY21.

Mrs. Smith stated that the University of Arkansas System's ERP project is still on schedule and is moving forward. She stated that when the staff returns after the holiday break her team will be first to get into the test portion of Workday which is supposed to look very similar to what it will look like in full production. Mrs. Smith reported that when the program is fully implemented, it will reduce the paper forms on campus by probably 95%. It will be a major transition for the campus and staff, but ultimately will be a very positive outcome when completed. The program is still scheduled to go live on July 1, 2020. She stated that the project has been overwhelming in time and commitment but should provide a substantial benefit to campuses across the System.

Director Alderdice added to Mrs. Smith's report stating that she and ASMSA hosted the AACUBO (Arkansas Association for College and University Business Officers) meeting in October in the CIC. The meeting included business officers, contractors and campus leadership from across the state from higher education was able to visit ASMSA for the two-day conference. Director Alderdice reported that all her host-site efforts were exceptional and appreciated.

Director Alderdice reported that a tentative forecast for the next year has not yet been received; however, he stated that by reading the DF&A reports that the sales and use tax collection is up 3.1% YTD, so it does appear that the new collections of online sales and use tax is up which is good news. He stated that the numbers are encouraging.

Mr. West asked the Board to make a motion to accept the Consent Agenda. A motion was made by Dr. Battle and seconded by Mr. Faris to approve the Consent Agenda. The motion was passed unanimously.

V. OLD BUSINESS

There was no old business to report.

VI. NEW BUSINESS

Mr. West referenced the Director's report regarding Zoom meeting attendance and a request from the leadership on campus to discuss the appropriateness of utilizing Zoom at the quarterly meetings. He suggested that it be discussed among the members of the Board, which in turn will be discussed at the next Board meeting. Mr. West stated that Zoom will be available at the March Board meeting.

VII. ADJOURNMENT

Mr. West wished everyone a happy holiday and with no further business to conduct, a motion was made by Mr. Faris and seconded by Dr. Battle to adjourn the meeting. Motion passed unanimously. The meeting was adjourned at 6:02 p.m.

Approved as written *BZ*

Approved as amended

Brian Reed

Mr. Brian Reed, Secretary

3-2-2020

(Date)